



**Windham Museum Trustees
Meeting Wednesday, October 26, 2022
Armstrong Memorial Building, 7:00PM**

Present: Bob Coole (Alternate), Diane Farmer (Regular), Jean Manthorne (Regular), Derek Saffie (Regular), Dana Snow (Alternate)

Mr. Coole was seated for Wendy Williams and Ms. Snow was seated for Carol Pynn.

Mr. Coole motioned to accept the minutes of the September 14th meeting; second by Mr. Saffie, 5 - 0.

Mr. Saffie located a printer that better suits the needs of the museum. Ms. Manthorne will purchase the printer with a supply of ink cartridges.

There was a discussion on technology, and Mr. Saffie will draft a list of all things the former IT director was responsible for concerning the museum.

Ms. Snow gave an update on the volunteer program she has been coordinating. There are eight high school students interested in volunteering, and a couple more with possible interest. From the questionnaire given to the students, data entry and photography were the two most popular volunteering opportunities.

As Sunday afternoons were the most convenient for the prospective volunteers, there will be two orientation sessions at the museum - November 6th and November 13th, both at 2PM.

Ms. Snow will work with Linda Janulis as the volunteer program moves forward.

After discussion, the 2023 budget proposal will be identical to the 2022 budget. Mr. Coole motioned to approve the budget; second by Mr. Saffie, 5 - 0.

The Town Common tree lighting will take place on December 3rd between 2:30PM and 5:00PM, during which the museum will be open.

Steve Meyer attended the meeting to discuss the upcoming Cub Scout tour. There was discussion of tour ideas, and Ms. Farmer will organize a scavenger hunt.

Ms. Janulis asked if there is someone who handles social media for the museum. Ms. Manthorne will investigate creating a Facebook page for the museum.

Mr. Saffie motioned to adjourn at 8:19PM; second by Ms. Snow, 5 - 0.